

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING**

Minutes – April 25, 2007

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Location: 1500 Bollinger Canyon Road
Administration Building – Boardroom
San Ramon, CA 94583

Board Members Present: Directors Bongi, Lindsay, Dickson and Price

Board Members Absent: Director Sandy

Staff Present: Chief Bowen, Assistant Chief Price, Assistant Chief Hart, Fire Marshal Terry, Finance Director Woods, Human Resources Director Leete, Training Chief Krause, District Counsel Ross, Finance Supervisor Juanita Philapil, Union President John Keel and Board Secretary Brooks.

1. Call to Order

Director Bongi called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

Director Bongi led those present in the Pledge of Allegiance to the Flag.

3. Determination of Quorum and Confirmation of Agenda

There was a quorum.

4. Special Announcements/Presentations/General Business

4.1 Recognition of District Retirees: Captain Glenn Turman and Captain Gregory O'Connell.

Chief Bowen stated that both Captain Turman and O'Connell were unable to attend the meeting and wished them well in retirement.

4.2 Approve staff's recommendation to promote Joyce Castro to Fire Prevention Specialist, Step 1, effective 4/1/07.

Chief Bowen congratulated Fire Prevention Specialist Castro on her promotion. The Board and those present congratulated Fire Prevention Specialist Castro also. Director Lindsay mentioned the history Walt Luihn, Joyce's dad, has had with the District.

Motion by Director Price to approve staff's recommendation to promote Joyce Castro to Fire Prevention Specialist, effective April 1, 2007. Director Lindsay seconded the motion. Motion carried.

- 4.3 Approve staff's recommendation to promote Erik King to Captain, Step 4, effective 4/1/07.

Chief Bowen congratulated Captain Erik King on his promotion. Captain King introduced his family and his wife pinned his badge on him. The Board and those present congratulated Captain King on his promotion.

Motion by Director Price to approve staff's recommendation to promote Erik King to Captain, Step 4, effective 4/1/07. Director Lindsay seconded the motion. Motion carried.

- 4.4 Approve staff's recommendation to promote Wes Fredrickson to Engineer, Step 5, effective 4/1/07.

Chief Bowen congratulated Engineer Wes Fredrickson on his promotion. Engineer Fredrickson introduced his family and his wife pinned his badge on him. The Board and those present congratulated Engineer Fredrickson on his promotion.

Motion by Director Lindsay, to approve staff's recommendation to promote Wes Fredrickson to Engineer, Step 5, effective 4/1/07. Director Dickson seconded the motion. Motion carried.

Vice-President Bongi took this time in the meeting to recognize Finance Director Joan Woods for her years of service at the District and wish her luck as she retires on April 30, 2007.

At this time in the meeting, the Board and those present took a 10-minute break.

- 4.5 Presentation by John Bartel (Bartel & Associates) regarding GASB 45 Actuary Study

John Bartel presented a brief overview regarding GASB 45 to those present. The Board thanked Mr. Bartel for his presentation.

5. Public Comment

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq*) and may be limited to three minutes for any person addressing the Board.

No public comment.

6. Consent Calendar (Items 6.1-6.4 1-7)

- 6.1 Approve the salaries, payroll taxes and retirement contributions for the month of March, 2007 for \$2,773,916.84.
- 6.2 Approve the demand register for the period of March 17, 2007 through April 10, 2007, in the amount of \$647,675.07.
- 6.3 Approve the minutes from the March 28, 2007 regular meeting, including District Counsel's closed session report, and minutes from the April 13, 2007 special board meeting, including District Counsel's closed session report.

6.4 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Firefighters/Paramedics Jonas Aguiar, Adam Costa, Luis Guzman, Martin Rossen and Shane Smith to Step 4, effective April 1, 2007
2. Approve staff's recommendation to award a merit salary increase to Firefighters/Paramedics John Bahorski, Joseph Bradley, Ray Delucchi, Erik Falkenstrom, Robert Fouts, Iain McCulloch, Sean O'Dwyer, and Scott Sauve to Step 3, effective April 1, 2007
3. Approve staff's recommendation to award a merit salary increase to Training Captains Ame Blackshear and Dan McNamara to Step 3, effective 4/1/07
4. Approve staff's recommendation to award a merit salary increase to Training Captain Jim Martin, Step 5, effective, 4/1/07
5. Approve staff's recommendation to award a merit salary increase to Assistant Chief Price, Step 4, effective, 4/1/07
6. Approve staff's recommendation to promote Bart Corrie to Engineer, Step 5, effective, 4/1/07
7. Approve staff's recommendation to promote James Selover to Training Captain, Step 3, effective, 4/1/07

Motion by Director Lindsay, to approve Consent Calendar items 6.1- 6.4 (1-7). Director Price seconded the motion. Motion carried.

7. Old Business

7.1 Authorization of Funds for Security Gate at Station 30

Assistant Chief Hart stated that he is requesting an additional \$10,000 for a security gate at Station 30. Director Price moved to accept staff's request of authorizing an additional \$10,000 for a security gate at Station 30. Director Lindsay seconded the motion. Motion carried.

7.2 Status of Station 32 – Request for Authorization

Assistant Chief Hart requested authorization to begin the process to enter into formal discussions with Aztec Consultants and ATI Architects regarding construction of a new fire station for Station 32. Motion by Director Lindsay to accept staff's recommendation for authorization to enter into formal discussions for the purposes of contracting with Aztec Consultants and ATI Architects for construction of Station 32. Director Dickson seconded the motion. Motion carried. Assistant Chief Hart stated that the contract will come back before the Board.

7.3 Status Update on EBRCS – East Bay Regional Communication System

District Counsel Ross briefly reviewed the staff report on this item and informed the Board that he will keep them updated as information develops regarding the East Bay

Regional Communication System. District Counsel Ross stated that the biggest issue is where the revenue will come from.

7.4 Status Update on City of San Ramon City Center/Training Center

District Counsel Ross stated that he has been working with the City of San Ramon and that once there is an agreement with the County, the City of San Ramon and the District can draft an agreement. District Counsel Ross will keep the board updated on this issue.

8. New Business

8.1 Selection of alternate Board Member to serve on the CERT Policy Advisory Committee

Chief Bowen stated that the CERT Policy Advisory Committee is requesting an alternate member be selected for the Committee. Director Lindsay volunteered to serve as an alternate to the CERT Policy Advisory Committee.

8.2 Consider staff recommendation to increase Ambulance Rates, effective July 1, 2007

Finance Director Woods provided the Board with the background of this report to increase ambulance rates. Director Price moved to accept staff's recommendation to approve the new ambulance rates effective July 1, 2007. Director Lindsay seconded the motion. Motion carried.

8.3 Request for Authorization for Part-time Assistance for Specialty Apparatus Paint Detail-Glenn Turman/Retired Fire Captain

Assistant Chief Price provided the background of this report requesting part-time assistance for specialty apparatus paint detail. Director Lindsay moved to accept staff's recommendation to hire Retired Captain Glenn Turman for part-time assistance for specialty apparatus paint detail. Director Price seconded the motion. Motion carried.

8.4 Use of Measure H Funds for the Purchase of Three EMS Electric Transport Carts, and EMS Supplies and Equipment

Assistant Chief Price provided the background of this report requesting use of Measure H funds to purchase three EMS electric transport carts and EMS supplies and equipment. Director Price moved to accept staff's recommendation to purchase three EMS electric transport carts and EMS supplies and equipment using Measure H funds. Director Lindsay seconded the motion. Motion carried.

9. Correspondence

Director Lindsay commented on the nice letters received in the packet this month.

10. Monthly Activity Reports

10.1 Operations – Assistant Chief Price

Assistant Chief Price provided a monthly update to the Board and those present.

10.2 Support Services – Assistant Chief Hart

Assistant Chief Hart provided a monthly update to the Board and those present, highlighting the landscape work soon to be started at Station 34.

10.3 Training – Division Chief Krause

Division Chief Krause provided a monthly update to the Board and those present.

10.4 Fire Prevention – Fire Marshal/Division Chief Terry

Fire Marshal Terry provided a monthly update to the Board and those present.

10.5 Finance – Finance Director Woods

Finance Director Woods reported on revenue reports, general fund expenditures, capital projects fund and equipment/vehicle fund expenditures and combined balance sheets for all fund types, highlighting the property tax check recently received from the County.

10.6 Overtime Report of monthly overtime worked

Finance Director Woods reviewed the overtime report for the month of March.

10.7 Human Resources – Human Resources Director Leete

Human Resources Director Leete discussed the monthly Human Resources report.

10.8 Fire Chief – Chief Bowen

Chief Bowen stated that he had met with Contra Costa County Supervisor Mary Piepho regarding having the County prepare a Resolution authorizing the Fire Chief to designate CERT instructors disaster workers. Chief Bowen also stated that he will be attending a meeting on May 1, 2007 regarding the EBRCS.

11. Good of the Order

Union President John Keel stated that the Union would review the information regarding GASB 45 as presented at the meeting and would then get back to the Board with any comments they might have.

Chief Bowen stated that due to the support staff changes recently taking place at the District, he would like to hold off on sending get well cards until July. The Board concurred. Director Bongi stated that this program is very valuable.

Chief Bowen also showed the Board the new program for medals that Assistant Chief Price and Executive Assistance Brooks have been working on. The three medals that are being developed are: Medals of Valor, Medals of Bravery and Life-Saving Medals.

Chief Bowen stated that Executive Assistant Brooks would now be overseeing the District badges and medals.

12. Closed Session

- 12.1 Status on labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code § 54954.4(f)]
- 12.2 Conference with District Counsel – Existing Litigation
Workers' Compensation Claim No. 0106001249 dated 6/28/01, James Weston v. San Ramon Valley Fire Protection District [Authorized under Government Code §54954.6(a)]
- 12.3 Conference with District Counsel – Potential Litigation
Possible exposure to litigation (two matters)
[Pursuant to Government Code § 54956.9(b)(2). Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956(b)(3)(A)]

Regular session ended: 8:28 p.m.
Closed session began: 8:38 p.m.
Closed session ended: 10:45 p.m.
Regular session reconvened: 10:50 p.m.

13. Return to Open Session

Motion by Director Lindsay to ratify the filing of an appeal with respect to closed session item 12.2. Director Dickson seconded the motion. Motion carried.

District Counsel's closed session report is attached. Reportable action from closed session is included in the Counsel's report.

14. Adjournment

The meeting adjourned at 10:50 p.m. to the next scheduled board meeting of May 23, 2007 (2:00 p.m. Budget Workshop at Dougherty Station Community Center), followed by the regular Board meeting at 7:00 p.m. at 1500 Bollinger Canyon Road.

Prepared by:

Susan F. Brooks, Secretary to the Board

Approved by:

Tom Bongi, Vice-President